Practical guide for SMEs

Università degli Studi di Napoli
FEDERICO II
Dipartimento di Sanità Pubblica

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RaDAR

Public procurement of innovation
Key Essentials

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Why should you participate in this Call for Tenders?

- ❖ Public contractors are encouraged to make use of the "European Code of Good Practice" to facilitate access to public contracts for SMEs.
- ❖ There are national initiatives by **Member States** that aim to increase the participation of SMEs in public procurement, such as **dividing large contracts into lots** .
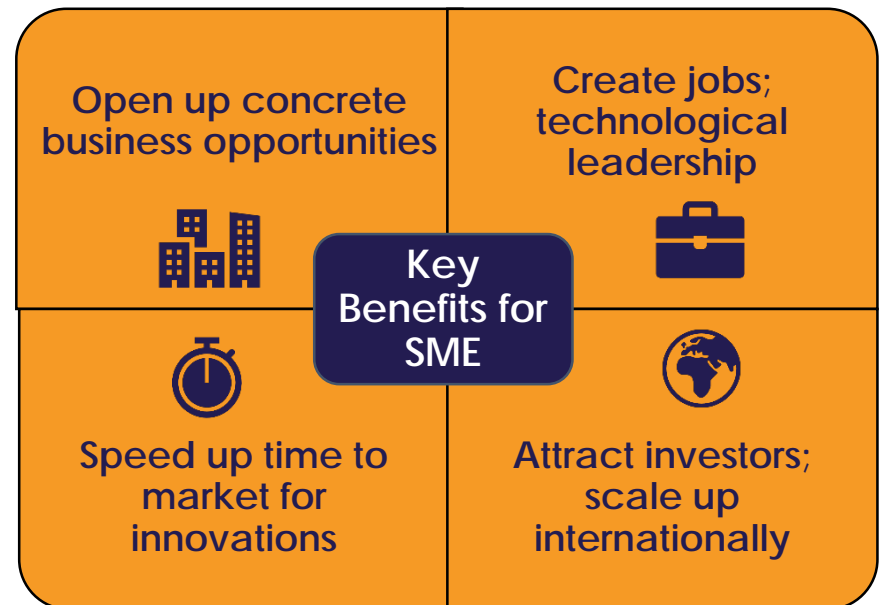
The RaDAR project is funded through **COSME**, the **European programme for SMEs** dedicated to promote the **creation of businesses** and to drive the **growth in Europe**

The **Buyers group for RaDAR** took measures **to ensure fair competition** and **to facilitate the participation of European SMEs by publishing tenders in local languages** in the Official Journal of the European Union as well as in each of the **national procurement platforms**

The Buyers group has decided **to extend the duration of the tender publication to 90 days** to facilitate the response process

This **Practical Guide** has been created **to better support** the Start-ups and SMEs in their response of the Call for Tenders
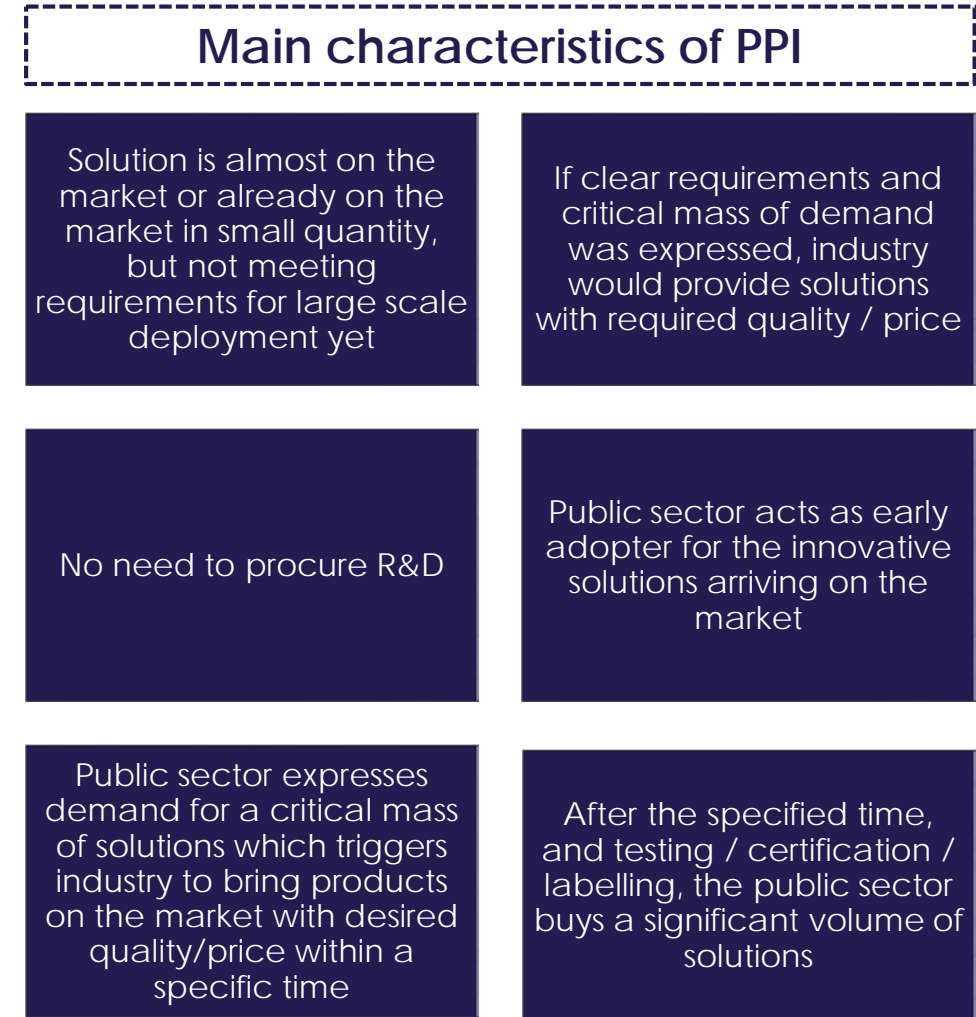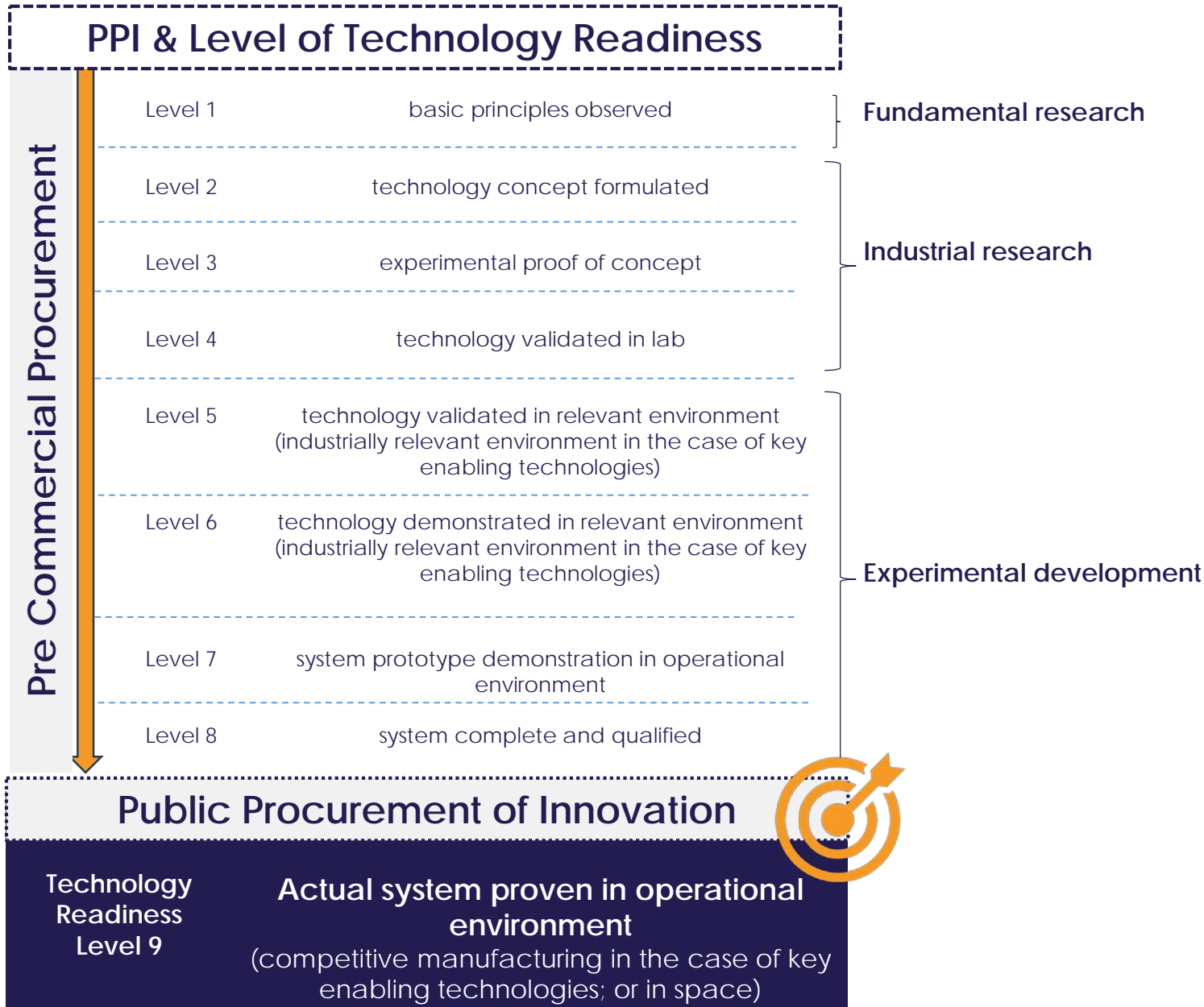
RaDAR public tender participation will…

Open up concrete business opportunities

Create jobs; technological leadership

Key Benefits for SME

Speed up time to market for innovations

Attract investors; scale up internationally

Public Procurement of Innovation (PPI)

PPI & Level of Technology Readiness

Pre Commercial Procurement

Level 1	basic principles observed	Fundamental research
Level 2	technology concept formulated	Industrial research
Level 3	experimental proof of concept	
Level 4	technology validated in lab	
Level 5	technology validated in relevant environment (industrially relevant environment in the case of key enabling technologies)	Experimental development
Level 6	technology demonstrated in relevant environment (industrially relevant environment in the case of key enabling technologies)	
Level 7	system prototype demonstration in operational environment	
Level 8	system complete and qualified	

Public Procurement of Innovation

Technology Readiness Level 9 — **Actual system proven in operational environment** (competitive manufacturing in the case of key enabling technologies; or in space)

Main characteristics of PPI

- Solution is almost on the market or already on the market in small quantity, but not meeting requirements for large scale deployment yet

- If clear requirements and critical mass of demand was expressed, industry would provide solutions with required quality / price

- No need to procure R&D

- Public sector acts as early adopter for the innovative solutions arriving on the market

- Public sector expresses demand for a critical mass of solutions which triggers industry to bring products on the market with desired quality/price within a specific time

- After the specified time, and testing / certification / labelling, the public sector buys a significant volume of solutions

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Introduction to the RaDAR European project

RaDAR

Context & Needs

In 2019, **4.95 million** people died from illnesses

High economy burden: **1,5 billion euros**

The Need

Improve early detection systems to ensure **quality care process**

Screen drug-resistance and virulence to improve **treatment effectiveness**

Report and rapid communication system to **increase system resilience**

Reduce both Healthcare and governmental **costs**

To respond Joint Action on Antimicrobial Resistance (EU-JAMRAI) and EU Action plan (2017-2020):

RaDAR

January 2022 – December 2025

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The main objective of the RaDAR-PPI project is to **purchase innovative solutions to combat antimicrobial resistance from Rapid & Accurate Detection to Smart AMR management**

For more information:

https://radar-ppi.com/

RaDAR

Buyers Group

The RaDAR project aims to address the European urgent need of a rapid detection and effective infection control system for antimicrobial resistance (AMR) **through the implementation of a value-based cross-border collaborative procurement of innovative solutions**

1 **Different national practices and organisation regarding AMR**

In the AMR field, impossible for the Buyers Group to define the exact same need(s).

2 **Limit the barriers, costs and difficulties due to multiple languages**

With 3 different countries represented in the Buyers Group (France, Spain and Italy), the translation would have been too complex to handle, for the Buyers Group, for the suppliers but also for the end users.

3 **Facilitate the contract execution phase**

With the execution done at national/local level, it allow a better relationship between the buyer and the supplier(s).

resah

Resah is a public interest group (GIP) whose objective is to support the mutualization and professionalization of the procurement of public and private non-profit healthcare and social organizations, to improve their individual and collective performance.
A workforce composed by 190 collaborators, mainly based in Paris.

ICO — Institut Català d'Oncologia

The Catalan Institute of Oncology (ICO) is a group of public centers specializing in cancer prevention, care, training and research, spread throughout Catalonia. ICO is the cancer treatment center for almost 45% of Catalonia's population.

Osakidetza

The Basque Health Service, Osakidetza (OSAK), provides medical assistance to the population of the Basque Country: around 2 million inhabitants. It represents the 37 hospitals and 160 health centers in the Basque Country. It has its own microbiology laboratories.

The Department of Public Health at the University of Naples Federico II (DisaP) specializes in the research and implementation of innovative solutions in the fields of health safety and disease prevention. It provides services to local health agencies, hospitals and other public and private organizations, particularly in the field of microbiological environmental monitoring and worker health protection.

RaDAR

Calendar of the RADAR project

Guidance for applicants

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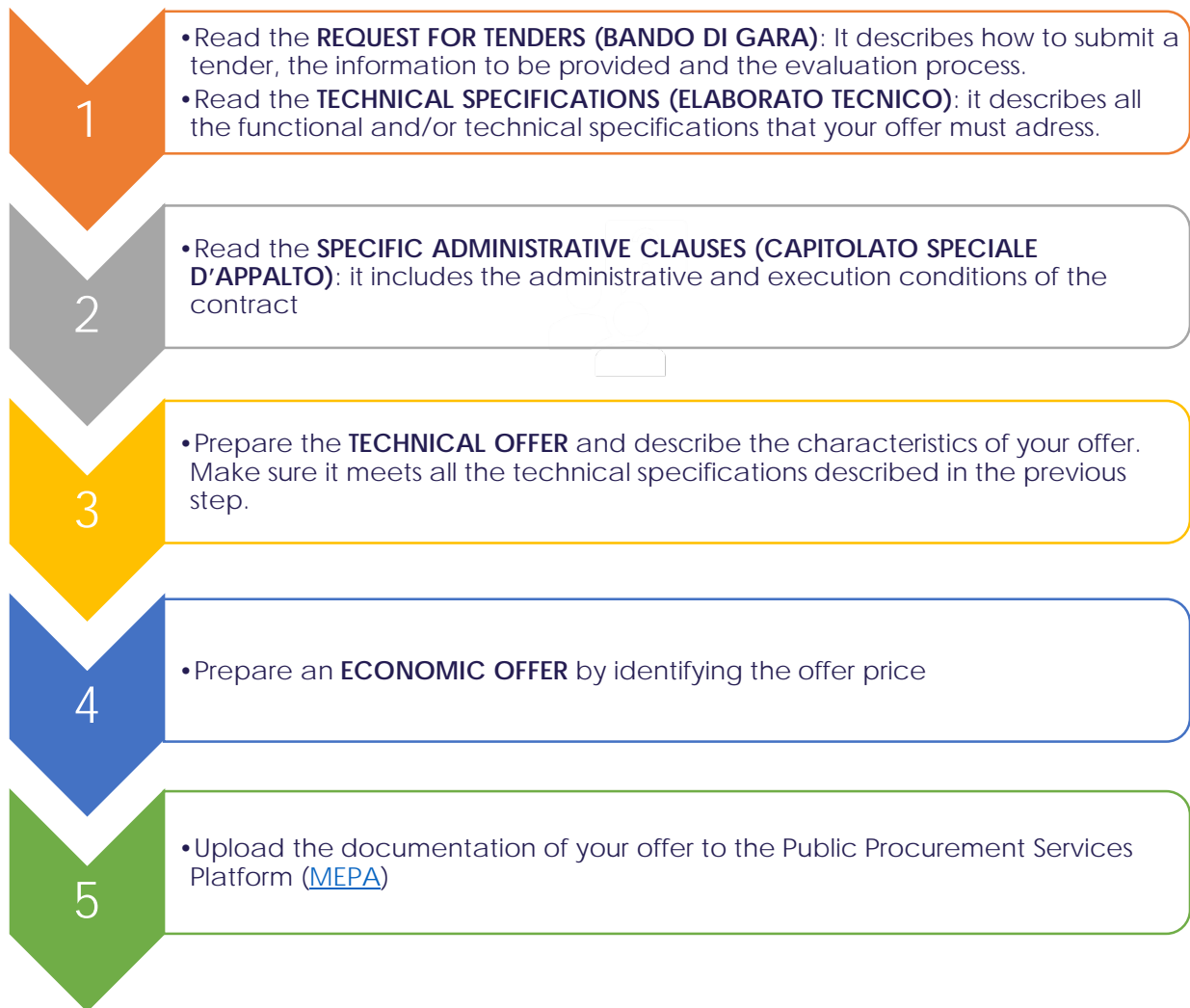
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Guidance for bidding companies

preparation of the response to the tender : step by step

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Reading the tender documents

1
- Read the **REQUEST FOR TENDERS (BANDO DI GARA)**: It describes how to submit a tender, the information to be provided and the evaluation process.
- Read the **TECHNICAL SPECIFICATIONS (ELABORATO TECNICO)**: it describes all the functional and/or technical specifications that your offer must adress.

2
- Read the **SPECIFIC ADMINISTRATIVE CLAUSES (CAPITOLATO SPECIALE D'APPALTO)**: it includes the administrative and execution conditions of the contract

3
- Prepare the **TECHNICAL OFFER** and describe the characteristics of your offer. Make sure it meets all the technical specifications described in the previous step.

4
- Prepare an **ECONOMIC OFFER** by identifying the offer price

5
- Upload the documentation of your offer to the Public Procurement Services Platform (MEPA)

Objectives of the tender documents

1
- **Tender documents - Informative**

2
- **Contract documents – Binding**

3
- To be **completed** by the bidding company in **Italian**

4
- To be **completed** by the bidding company in **Italian**

5
- To be deposited by the bidding company on the **platform**

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Guidance for bidding companies

Electronic submission of proposals

acquistinretepa

UNINA exclusively uses the MEPA e-Procurement Services Platform to publish its tenders .
All candidates must ensure the technical aspects prior to the application.

Make sure your work environment is compatible with the requirements of the tender: electronic signature, encryption, downloading large files , etc.

ADMITTED FORMATS

Use the document formats supported by the Platform, the most common and the most used ones such as Word, Excel, etc.

Use the electronic signature formats compatible with the Platform

https://www.acquistinretepa.it/opencms/opencms/

For more information, see the Platform instruction manual, available online here

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Guidance for bidding companies

For more information

acquistinretepa

All communication with the contracting authority must be done solely through the Public Procurement Services Platform

Where can I ask?

- Always on the platform

- All questions will be answered in accordance with the principle of transparency of public procurement

- All questions and all answers will be public to all candidates

What can I ask?

- All kinds of questions can be asked on the platform

- If you have any doubts, for example, about the "viability" aspect, always ask your question

- If you want to ensure the understanding of a particular sentence, etc.

When can I ask?

- You can make your inquiry from the opening of the tender up to …..days before the deadline for receiving offers

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Guidance for bidding companies

Checklist before shipping _

	TASK	SITUATION			
1	I identify the announcement of the RaDAR tender in the Contracting Platform	Done	☐	To do	☐
2	I identify the mandatory documents that must be provided for my offer to be admissible.	Done	☐	To do	☐
3	I verify that all technical elements have been covered and well explained in my offer.	Done	☐	To do	☐
4	I use the platform for all my questions to UNINA during the publication period.	Done	☐	To do	☐
5	Before submitting my offer electronically, I make sure that all the formats of the documents to be submitted are compatible with the MePA Procurement Services Platform	Done	☐	To do	☐
6	I submit my documentation in advance electronically through the Platform, no later than the day before the deadline.	Done	☐	To do	☐
7	If I encounter a technical problem when using the MePA Procurement Services Platform, I send an email to supportoimprese@consip.it, putting in CC dip.sanitapubblica@unina.it.	Done	☐	To do	☐
8	I make sure my tax and social security returns are up to date	Done	☐	To do	☐
9	If my submission is accepted, I will make sure that I have a qualified electronic signature to be able to sign the Contractual Agreement with UNINA.	Done	☐	To do	☐

For more information …

- **RaDAR LinkedIn Page**
  https://www.linkedin.com/company/radar-rapid-detection-and-control-system-for-antimicrobial-resistance/

- **RaDAR website** https://radar-ppi.com/

- **Matchmaking platform** of RaDAR and user guide

- **RaDAR Youtube Channel** – Videos available

RaDAR